

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Clerk-Recorder	(2) MEETING DATE 3/5/2013	(3) CONTACT/PHONE Catrina Christensen 805-781-5225	
(4) SUBJECT Request to approve the minutes of the Board of Supervisors meetings held during the months of December 2012 through January 2013.			
(5) RECOMMENDED ACTION It is recommended that your Board approve the minutes for the Board of Supervisors meetings held during the months of December 2012 and January 2013.			
(6) FUNDING SOURCE(S) N/A	(7) CURRENT YEAR FINANCIAL IMPACT \$0.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? N/A
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____ ) <input type="checkbox"/> Board Business (Time Est. ____ )			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) NA		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP NA	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Emily Jackson			
(18) SUPERVISOR DISTRICT(S) All Districts -			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Clerk-Recorder / Catrina Christensen  
805-781-5225

DATE: 3/5/2013

SUBJECT: Request to approve the minutes of the Board of Supervisors meetings held during the months of December 2012 and January 2013.

## **RECOMMENDATION**

It is recommended that your Board approve the minutes for the Board of Supervisors meetings held during the months of December 2012 and January 2013.

## **DISCUSSION**

Government Code Section 25101(b) states that the Clerk of the Board is to keep and enter in the minute book of the Board a full and complete record of the proceedings of the Board at all regular and special meetings, including the entry in full of all resolutions and all decisions on questions concerning the allowance of accounts. The vote of each member on every question shall be recorded. Further, Government Code Section 25103 states that the records and minutes of the board, acting in any capacity, shall be signed by the Chairperson and the Clerk. The approval of the Board's minutes meets the requirement for the Chairperson's signature.

## **OTHER AGENCY INVOLVEMENT/IMPACT**

None.

## **FINANCIAL CONSIDERATIONS**

None.

## **RESULTS**

Approve the minutes of the Board of Supervisors meetings held during the months of December 2012 and January 2013 as required by State law.